

DEPARTMENT OF CONSUMER AFFAIRS

What We Do and How We Do It

Arnold Schwarzenegger

Governor State of California

Rosario Marin

State and Consumer Services Agency

Charlene Zettel

Director

Department of Consumer Affairs

A complete list of DCA's

bureaus, programs,

boards, divisions,

offices, committees

and commission

contacts—addresses,

phone numbers, and

Web sites.

800.952.5210

www.dca.ca.gov

What Consumers Are Saying:

"I'm pleased with the results and how my problem was handled. Job well done—thank you!"

Kimberly Heeter

"I don't ever give high markings [but this time I had to make an exception]!"

Jose Lopez-Dee



Publications are available from

the Department of Consumer Affairs (DCA) on a variety of consumer topics—everything from automobiles to professional therapy to vocational schools. Visit www.dca.ca.gov to download publications or call DCA toll-free at 866/320-8652 to request a publication.

To find out what's available, ask for the DCA Publications List.

For more information about the California Department of Consumer Affairs, visit our Web site at www.dca.ca.gov or call 800/952-5210.

Ensuring a Fair Marketplace

CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS

Some of us sell goods and services. All of us buy them. The marketplace, where these transactions happen, is as old as civilization itself. Equally ancient is the practice of fraud and cheating in that marketplace. To help ensure a fair marketplace in California today, the Legislature created the Department of Consumer Affairs, which protects the rights of both buyers and sellers.

What we do:

The Department of Consumer Affairs (DCA) educates consumers, giving them the information they need to avoid unscrupulous or unqualified people who promote deceptive products or services. DCA informs the public through publications available at DCA's Web site: www.dca.ca.gov, and through its Consumer Information Center at 800/952-5210 and the Policy & Publications Development (PPD) Office at 866/320-8652.

DCA brings information directly to consumers through outreach efforts such as presentations to community and consumer groups and by distributing consumer information at community events. DCA also develops partnerships with other community, city, county, and state consumer protection leaders who are working to help consumers become proactive. By sharing information, resources, and distribution methods, DCA strives to effectively serve all California consumers.

DCA supports and helps consumers

DCA advocates consumer interests before lawmakers. DCA also provides consumers with current license status information on the 2.4 million professionals licensed or certified through its boards or bureaus. (Simply click on "License Verification" at DCA's Web site: www.dca.ca.gov.) DCA ensures that only qualified individuals are legally permitted to provide services in this state. Licensing also ensures that practitioners perform their duties to an acceptable standard and provides consumers with a remedy if a service is not delivered. DCA only licenses professionals who pass specialized examinations and meet experience and training requirements.

DCA is a regulator

DCA comprises 40 bureaus, programs, boards, committees, commission, and other regulatory authorities that license 2.4 million practitioners in more than 255 professions. DCA works with professions throughout the state to guard our licensees against unfair competition and our consumers from unlicensed practitioners.

DCA enforces laws to protect consumers

Enforcement of consumer laws is one of DCA's primary responsibilities. The Department's enforcement staff works with the Attorney General's Office and local district attorneys to fight fraud in the marketplace. Many investigations are initiated as the result of complaints from consumers. If DCA determines wrongdoing, it can place licensees on probation. DCA may suspend licenses or take them away

altogether. The Department also has the authority to fine businesses and individuals or issue various citations, Letters of Reprimand, and Cease and Desist orders. In less severe cases, our enforcement staff works closely with licensees to correct, eliminate, and prevent performance problems.

DCA mediates disputes

When a dispute arises between a business and a customer, many people think they have to go to court to remedy the situation. DCA has developed a program that is a time-saving, less expensive solution. DCA's Consumer Mediation Program provides an alternative method of resolving complaints without going to court. Through the mediation process, the individuals involved in a dispute can work out their own solution with the help of a mediator. Information on DCA's Consumer Mediation Program and local mediation programs is available at the DCA Web site: www.dca.ca.gov or by calling 800/952-5210.

DCA protects privacy

DCA's California Office of Privacy Protection (COPP) assists consumers with identity theft and other privacy-related problems. It also provides consumer education and information on privacy issues, coordinates with law enforcement on identity theft and high-tech and high-crime activities, and recommends policies and practices to protect individual privacy rights. Consumers may access the California Office of Privacy Protection through DCA's Web site or by calling 866/785-9663.

Our Mission:

To protect and serve consumers while ensuring a competent and fair marketplace.

Our Vision:

To be the recognized leader in providing innovative services that educate and empower consumers to make informed decisions.

Consumers, licensees, and businesses will have a safe, fair, and competitive marketplace.

Our Values:

As a government agency dedicated to protecting consumers and regulating a variety of professions, occupations, and businesses, the success and effectiveness of the Department of Consumer Affairs (DCA) depends on:

- Serving our stakeholders with committed, knowledgeable, well-trained employees.
- Providing prompt and fair investigation and adjudication of violations of law.
- Educating consumers so they are capable of making informed decisions in a complex and changing marketplace.
- Licensing applicants to ensure job markets are easily accessible.
- Creating productive partnerships with consumers, licensees, and businesses.
- Developing automation systems that provide efficient and effective support to consumers, DCA employees, licensees, and businesses.
- Improving consumer access to critical health and safety information and educating them on the health benefits of clean air.

A Brief History

California Department of Consumer Affairs

California's commitment to protecting consumers began with the passage of the Medical Practice Act of 1876. The Act was designed to regulate the state's medical professionals, who up to that point had operated virtually unchecked. Additional professions and vocations were brought under state authority in the course of the next 30 years. By the late 1920s, the Department of Vocational and Professional Standards was responsible for licensing or certifying accountants, architects, barbers, cosmetologists, dentists, embalmers, optometrists, pharmacists, physicians, and veterinarians. The Consumer Affairs Act was passed in 1970, giving the Department its current name.

Today, DCA licenses more than 2.4 million professionals in more than 255 professions. To safeguard consumers, this involves setting the qualifications and levels of competency for the professionals regulated by the Department's boards and bureaus. These programs license, register, or certify practitioners; investigate complaints; and discipline violators. Boards, committees, and one commission operate independently, but rely on DCA for administrative support. Fees paid by our licensees fund DCA operations almost exclusively. Bureaus, programs, divisions, and offices are under the full control of DCA.



ACCOUNTANTS

California Board of Accountancy

2000 Evergreen Street Suite 250 Sacramento, CA 95815 www.dca.ca.gov/cba 916/263-3680

- Certified Public Accounts (CPA)
- Public Accounts (PA)
- CPA or PA Corporations and Partnerships

ACUPUNCTURISTS

Acupuncture Board

444 North 3rd St., Suite 260 Sacramento, CA 95814 www.acupuncture.ca.gov

916/445-3021

· Certified Acupuncturists

APPLIANCE REPAIR See Electronic Repair

ARCHITECTS

California Architects Board

2420 Del Paso Road Suite 105 Sacramento, CA 95834

www.cab.ca.gov

916/574-7220

Architects

Landscape Architects Technical Committee

2420 Del Paso Road Suite 105 Sacramento, CA 95834 www.latc.ca.gov 916/575-7230

Landscape Architects

AUTOMOBILE REPAIR, WARRANTIES

Arbitration Certification Program (ACP)

1625 N. Market Blvd. Suite N-112 Sacramento, CA 95834 www.dca.ca.gov/acp 916/574-7350

 ACP certifies and monitors automobile manufacturer arbitration programs to make sure they comply with California's Lemon Law and helps resolve warranty disputes.

Bureau of Automotive Repair (BAR)

10240 Systems Parkway Sacramento, CA 95827

www.smogcheck.ca.gov

Licensing questions: 916/255-3145 Policy issues: 916/255-4200

- Automotive Repair Facilities
- Lamp and Brake Inspection Stations
- Smog Check Stations and Technicians

"Written estimates are required for auto repairs. Except for warranty replacement parts or parts that are exempt per departmental regulations (i.e., too heavy or too large), consumers are entitled to the return of their replaced auto parts if they request them at the time the work order is placed."

DCA's Bureau for Private Postsecondary & Vocational Education licenses barber and cosmetology schools. The Board of Barbering & Cosmetology approves school curriculum.

BEDDING MANUFACTURERS

See Furnishings, Home



BARBERS, BEAUTICIANS

Board of Barbering & Cosmetology

2420 Del Paso Road Suite 100 Sacramento, CA 95834

www.barbercosmo.ca.gov

916/574-7570

- Apprentices (barber, cosmetology, electrology)
- · Barber Instructors
- Barbers
- Establishments
- Cosmetologists
- Cosmetology Instructors
- · Electrologists
- Estheticians
- Manicurists
- Provisional Instructors

BOXERS, REFEREES, TRAINERS

California State Athletic Commission

1424 Howe Ave., Suite 33 Sacramento, CA 95825

www.dca.ca.gov/csac

916/263-2195

- · Assistant Matchmakers
- Boxers (professional and amateur)
- Martial Arts Fighters
- Kickboxers (professional and amateur)
- Clubs (professional and amateur)
- Gyms
- Judges (professional and amateur)
- Managers, Promoters, and Matchmakers
- Referees (professional and amateur)
- Sparring Permits
- Timekeepers
- Trainers/Seconds
- · Ringside Physicians



CEMETERIES

See Funeral

CONTRACTORS

Contractors State License Board

9821 Business Park Drive Sacramento, CA 95827

www.cslb.ca.gov

916/255-3900

Toll-Free: 800/321-2752

- General Engineering Contractors–Class A
- General Building Contractors–Class B
- Specialty Contractors

 Class C
- Boiler, Hot Water, Heating, and Steam Fitting
- Building Moving/ Demolition
- Cabinet and Mill Work
- Concrete
- Drywall
- Electrical (general)
- Electrical Sign
- Elevator
- · Earthwork and Paving
- Fencing
- Fire Protection
- Flooring and Floor Covering
- General Manufactured Housing
- Glazing
- Insulation and Acoustical
- Landscaping

- Lathing
- Low Voltage Systems
- Masonry
- · Metal Roofing
- · Ornamental Metal
- Painting and Decorating
- Parking and Highway Improvement
- · Pipeline
- Plastering
- Plumbing
- · Reinforcing Steel
- Refrigeration
- Roofing
- · Sanitation Systems
- Sheet Metal
- Solar
- Structural Steel
- · Swimming Pool
- Tile (ceramic and mosaic)
- Warm-Air Heating, Ventilating, and Air Conditioning
- · Water Conditioning
- Welding
- Well Drilling (water)
- Limited Specialty (29 sublicenses)

COSMETOLOGISTS

See Barbers/Beauticians

COURT REPORTERS

Court Reporters Board of California

2535 Capitol Oaks Drive Suite 230 Sacramento, CA 95833

www.courtreportersboard.ca.gov

916/263-3660

Court Reporters

Contact the Contractors
State License Board
(CSLB) to find out if a
contractor has a valid license
and whether any disciplinary
action has been taken against
it. CSLB's Mandatory
Arbitration Program can
arbitrate quick, out-of-court
settlements. Be sure your
contractor is licensed and in
good standing, or you could
end up paying twice for the
same work!

 Registered and Dental Assistants in Alternative Practice

DOCTORS

See Medical

Selecting a doctor can be difficult. The Board can help consumers by informing them of the status of a doctor's license, such as whether the license is in good standing or has had discipline taken against it.



DENTAL

Dental Board of California

1432 Howe Ave., Suite 85 Sacramento, CA 95825 www.dbc.ca.gov

916/263-2300

Dentists

Committee on Dental Auxiliaries

1428 Howe Ave., Suite 58 Sacramento, CA 95825

www.comda.ca.gov

916/263-2595

- Registered Dental Hygienists
- Registered Dental Hygienists in Extended Functions
- Registered Dental Assistants
- Registered Dental Assistants in Extended Functions



ELECTRONICS REPAIR

Bureau of Electronic & Appliance Repair

3485 Orange Grove Ave. North Highlands, CA 95660 www.bear.ca.gov 916/574-2069

The Bureau registers the following businesses:

- Automotive Radio and Stereo Installation and Repair
- Automotive Security System Installation and Repair
- Cellular Phone Installation and Repair
- Combination Electronic and Appliance Repair
- Home Entertainment Electronics Repair

- Home Office Electronics Repair
- Major Home Appliance Repair
- Residential Antenna Installation and Repair (includes satellite antennas)
- Service Contract Sales
- Service Contract
 Administration

For a copy of Guide to Appliance and Electronic Repair, call 866/320-8652.

- Metallurgical Engineers
- · Nuclear Engineers
- Petroleum Engineers
- Photogrammetric Engineers
- · Quality Engineers
- Safety Engineers
- Structural Engineers
- Traffic Engineers

The Board certifies:

- · Engineers-In-Training
- Land Surveyors-In-Training



ENGINEERS

Board for Professional Engineers & Land Surveyors

2535 Capitol Oaks Drive Suite 300 Sacramento, CA 95833

www.dca.ca.gov/pels

Toll-Free: 866/780-5370

The Board registers:

- Agricultural Engineers
- Chemical Engineers
- · Civil Engineers
- Control System Engineers
- · Corrosion Engineers
- Electrical Engineers
- Fire Protection Engineers
- Geotechnical Engineers
- Industrial Engineers
- Land Surveyors
- · Manufacturing Engineers
- Mechanical Engineers

FUNERAL

Cemetery and Funeral Bureau

1625 N. Market Blvd. Suite S-208 Sacramento, CA 95834

www.cfb.ca.gov

916/574-7870

- Apprentice Embalmers
- · Private Cemeteries
- Private Cemetery Salespersons
- · Private Cemetery Brokers
- Crematories
- Cremated Remains Disposers
- Embalmers
- · Funeral Directors
- Funeral Establishments
- Funeral Preneed
 Trust Funds
- · Cemetery Trust Funds

Bureaus and programs are directed by DCA authority; boards, committees, and the commission are semi-autonomous. Call 866/320-8652 and ask for a copy of Consumer Guide to Funeral & Cemetery Purchases.

secondhand material used in the mattress. The yellow label tells you that the mattress has been sanitized. Go online to www.bhfti.ca.gov to download a copy of What You Should Know Before You Buy a Rebuilt Mattress or call 866/320-8652 to request a copy.

FURNISHINGS, HOME

Bureau of Home Furnishings and Thermal Insulation

3485 Orange Grove Ave. North Highlands, CA 95660

www.bhfti.ca.gov

Licensing questions: 916/574-0280 Bureau office: 916/574-2041

The Bureau regulates the following businesses:

- Bedding Manufacturers
- Bedding Renovators
- Bedding Retailers
- · Bedding Wholesalers
- Custom Upholsterers
- Furniture and Bedding Retailers
- · Furniture Manufacturers
- · Furniture Retailers
- · Furniture Wholesalers
- · Insulation Manufacturers
- · Supply Dealers
- Sanitizers

Check for the labels on secondhand (renovated) mattresses before you buy. The red label tells you the amount and type of



GEOLOGISTS

Board for Geologists and Geophysicists

2535 Capitol Oaks Drive Suite 300-A Sacramento, CA 95833

www.geology.ca.gov 916/263-2113

- · Engineering Geologists
- Geologists
- Geophysicists
- Hydrogeologists

GUIDE DOG TRAINING

State Board of Guide Dogs for the Blind

1625 N. Market Blvd. Suite S-202 Sacramento, CA 95834

www.dca.ca.gov/ guidedogboard

916/574-7825

- Instructors
- · Training Schools
- Fund-raising to Establish Training Schools



HEARING/SPEECH

Hearing Aid Dispensers Bureau

1625 N. Market Blvd. Suite S-209 Sacramento, CA 95834 www.dca.ca.gov/ hearingaid

916/574-7990

Speech-Language Pathology and Audiology Board

1422 Howe Ave., Suite 3 Sacramento, CA 95825

www.slpab.ca.gov

916/263-2666

- Audiologists
- Speech-Language Pathologists



LANDSCAPING

See Architects

LAND SURVEYORS

See Engineers

LOCKSMITHS

See Security Trades

For LICENSE applications, call or write the appropriate board, bureau, commission,

or committee. Most licensing can also be completed online at www.dca.ca.gov.



MATTRESSES

See Furnishings, Home

MEDICAL

Medical Board of California

1426 Howe Ave., Suite 54 Sacramento, CA 95825

www.medbd.ca.gov

Executive Office: 916/263-2389 Licensing: 916/263-2382

Complaints: 916/263-2424; 800/633-2322

- · Fictitious Name Permits
- Medical Assistants
- Midwives
- Outpatient Settings
- Physicians
- Surgeons
- Registered Dispensing Opticians
- Spectacle Lens Dispensers
- Contact Lens Dispensers
- Research Psychoanalysts

Bureau of Naturopathic Medicine

1625 N. Market Blvd. Suite S-209 Sacramento, CA 95834

www.naturopathic.ca.gov

916/574-7991

Osteopathic Medical Board of California

2720 Gateway Oaks Drive Suite 350 Sacramento, CA 95833 www.ombc.ca.gov

916/263-3100

Physician Assistants Committee

1424 Howe Ave., Suite 35 Sacramento, CA 95825

www.physicianassistant.ca.gov

916/561-8780

- Educational Training Programs
- · Physician Assistants
- · Supervising Physicians

Telephone Medical Advice Services Bureau

1625 N. Market Blvd. Suite S-209 Sacramento, CA 95834

www.dca.ca.gov/tmas

916/574-7992

MIDWIVES See Medical



NURSING

Board of Registered Nursing

1625 N. Market Blvd. Suite N-217 Sacramento, CA 95834

www.rn.ca.gov

916/322-3350

- Continuing Education Providers
- · Nurse Anesthetists
- Nurse Midwives
- Nurse Midwives with Furnishing Number
- · Nurse Practitioners
- Nurse Practitioners with Furnishing Number
- Psychiatric Mental Health Nurses
- Public Health Nurses
- Registered Nurses

Board of Vocational Nursing and Psychiatric Technicians

2535 Capitol Oaks Drive, Suite 205 Sacramento, CA 95833

www.bvnpt.ca.gov

916/263-7800

- Vocational Nurses
- Psychiatric Technicians



OPTICIANS

See Medical

OPTOMETRISTS

State Board of Optometry

2420 Del Paso Road Suite 255 Sacramento, CA 95834

www.optometry.ca.gov

916/575-7170

- Branch Offices
- Fictitious Name Permits
- · Optometric Corporations
- Optometrists

OSTEOPATHIC MEDICINE

See Medical



PEST CONTROL

Structural Pest Control Board

1418 Howe Ave., Suite 18 Sacramento, CA 95825

www.pestboard.ca.gov

916/561-8700

- Branch Office Registrations
- Company Registrations
- Field Representatives
- Branch 1, 2, 3, and Wood Roof Cleaning/Treatment Operators
- Branch 1, 2, 3, and Wood Roof Cleaning/Treatment Pesticide Applicators
- · Branch 1-Fumigation
- Branch 2–General Pest Control (non-wood type pests)
- Branch 3–Termite Control (wood type pests)
- Wood Roof Cleaning/ Treatment (roof restoration)

PHARMACISTS

California State Board of Pharmacy

1625 N. Market Blvd. Suite N-219 Sacramento, CA 95834

www.pharmacy.ca.gov

916/574-7900

- Free/nonprofit/ surgical/clinics
- Hypodermic Needle and Syringe Distributors
- Interns
- · Nonresident Pharmacies
- · Out-of-State Distributors
- Pharmaceutical Wholesalers and Exemptees
- Pharmacies
- Pharmacists
- · Pharmacy Technicians

PHYSICAL THERAPISTS

Physical Therapy Board of California

1418 Howe Ave., Suite 16 Sacramento, CA 95825

www.ptb.ca.gov

916/561-8200

- Electroneuromyographers
 - Kinesiological Electromyographyers
- Physical Therapist Assistants
- Physical Therapists

PHYSICIANS

See Medical

PODIATRISTS

California Board of Podiatric Medicine

1420 Howe Ave., Suite 8 Sacramento, CA 95825

www.bpm.ca.gov

916/263-2647

 Doctors of Podiatric Medicine



PRIVATE INVESTIGATORS

See Security Trades

PRIVATE POSTSECONDARY SCHOOLS

Bureau for Private Postsecondary and Vocational Education

1625 N. Market Blvd. Suite S-202 Sacramento, CA 95834

www.bppve.ca.gov

916/574-7720

- Private Postsecondary Schools
- Vocational Schools

PSYCHIATRISTS See Psychologists

PSYCHIATRIC TECHNICIANS

See Psychologists

PSYCHOLOGISTS

California Board of Psychology

1422 Howe Ave., Suite 22 Sacramento, CA 95825

www.psychboard.ca.gov

916/263-2699

- Psychological Assistants
- Psychologists
- · Registered Psychologists

REPOSSESSORS See Security Trades

RESPIRATORY CARE PRACTITIONERS

Respiratory Care Board of California

444 North Third Street Suite 270 Sacramento, CA 95814

www.rcb.ca.gov Phone: 916/323-9983

Toll-Free: 866/375-0386

 Respiratory Care Practitioners



SECURITY

Bureau of Security and Investigative Services

2420 Del Paso Road Suite 270 Sacramento, CA 95834

www.dca.ca.gov/bsis

Licensing questions: 916/322-4000 Policy issues: 916/322-7530

- · Burglar Alarm Agents
- Burglar Alarm Company Operators and Managers
- Firearms/Baton Permits
- Firearms/Baton Training Facilities and Instructors
- Locksmiths

- · Private Investigators
- · Private Patrol Operators
- · Repossessor Employees
- Repossession
 Companies/Managers
- Security Guards/Armored Car Guards

Bureaus and programs are directed by DCA authority; boards, committees, and the commission are semi-autonomous.

SOCIAL WORKERS See Therapists



THERAPISTS

Board of Behavioral Sciences

1625 N. Market Blvd. Suite S-200 Sacramento, CA 95834

www.bbs.ca.gov

916/574-7830

- Educational Psychologists
- Licensed Clinical Social Workers
- Registered Associate Clinical Social Workers
- Licensed Marriage, Family and Child Therapists
- Registered Marriage, Family, and Child Therapist Interns

California Board of Occupational Therapy

444 North Third Street Suite 410 Sacramento, CA 95814 www.bot.ca.gov

916/322-3394



VETERINARY MEDICINE

Veterinary Medical Board

1420 Howe Ave., Suite 6 Sacramento, CA 95825

www.vmb.ca.gov

916/263-2610

- Veterinarians
- · Veterinary Hospitals

Registered Veterinary Technician Committee

1420 Howe Ave., Suite 6 Sacramento, CA 95825 916/263-2610

VOCATIONAL NURSES See Nursing

VOCATIONAL SCHOOLS See Private Postsecondary Schools

The California Department of Consumer Affairs

What We Do and How We Do It was prepared by the DCA

Policy and Publications Development (PPD) Office.

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DCA 05-010 (03/06)

California Department of Consumer Affairs Policy and Publications Development Office

1625 North Market Blvd., Suite N-112

Sacramento, CA 95834